

LEGISLATIVE ID

#120341A



RTS DISCOUNTED BUS PASS PROGRAM

FY2013

The RTS Discounted Bus Pass Program is designed to provide bus passes to non-profit organizations and schools in support of services that serve a public purpose and improve the quality of life for Gainesville residents. This program is contingent upon the annual appropriation of available funds in the sole discretion of the City Commission. The following outline provides eligibility criteria and program requirements.

I. Eligible Services

Organizations must provide at least one of the following services:

- meals served to needy individuals and families;
- health care services provided to needy individuals and families;
- temporary housing to homeless persons;
- employment counseling and training;
- youth programs (tutoring, mentoring, counseling and related programs);
- counseling prisoners and ex-offenders; and
- English classes for speakers of other languages.

II. RTS Match

RTS will match any eligible organization's full fare bus pass purchases, daily or monthly, on a dollar-for-dollar basis. Total grant funding will not exceed **\$10,000** in a fiscal year as funded for the first two (2) years by the Florida Department of Transportation.

III. Funding Range

Individual eligible organizations may be issued up to a **\$1,000** match per fiscal year. Applicants may not be funded or may receive less than the maximum grant amount.

IV. Eligible Applicant Organizations

Each Applicant Organization must:

- be a registered non-profit corporation with the State of Florida or a K-12 school;
- have a current 501 (c) (3) tax-exempt status;
- have their primary place of business at an address physically located within the incorporated areas of the City—Post Office Boxes are not an acceptable address in the City;
- have applicable federal, state and/or local license(s) to operate their proposed services within the City of Gainesville.

V. Program Requirements

- Prior to the disbursement of bus passes, recipients must certify, through a signed acknowledgement, that they are complying with the program requirements.
- All services must be used by City residents.
- Participating organizations cannot charge their clients for bus passes funded by this grant.
- Bus pass purchases through the grant program cannot be combined with other discount offers from RTS or grants or discounts provided by the City of Gainesville (i.e., Medicare, Medicaid).
- Grant recipients must comply with Titles VI and VII of the Civil Rights Act of 1964 and the City's Discrimination Ordinance, Chapter 8 of the City's Code of Ordinances, to assure that no person is excluded from participation or denied the benefits of any program or service on the basis of race, color, gender, age, religion, national origin, marital status, sexual orientation, disability or gender identity.

- The organization must comply with all local, federal and state laws and also be in good standing with any loan agreements, zoning requirements, codes enforcement and payments for GRU services at the time of application.
- Bus passes may only be used for transportation to those services identified in Section I. Grant recipients may not use the bus passes to promote any other activity or purpose other than those identified in Section I.
- Passes are for fixed route service only and not for paratransit service. All pass recipients are subject to RTS fare policies. Passes may be revoked if shared with family members or friends that were not the original recipients.
- Organizations must re-apply each year. There is no guarantee of on-going funding for this program.

VI. Review Process

The City's SHIP Affordable Housing Advisory Committee is the Grant Review Panel. The Committee will review all applications and provide recommendations to the City Commission. The Grant Review Panel meetings are open to the public. The City Commission provides final approval of the grant awards.

Applying for a grant does not guarantee award of funding. Funding for all proposed services is subject to the prior approval of the Gainesville City Commission.

The City reserves the right to reject any and all applications submitted for funding consideration.

VII. Grant Administration

The Discounted Bus Pass Program is staffed and administered by RTS. The total amount of funding available through the City's general fund for the Discounted Bus Pass Program is determined annually by the City Commission as part of the City budget process. Ten percent of the total grant funding is used to cover the costs of administering this new grant program.

Grant recipients should maintain logs of the trips and services provided and pass recipients address, which must be made available for City's review prior to the following year application process.